

**City of South Lyon
Planning Commission
Regular Meeting Minutes
November 14, 2013**

The meeting was called to order by Lanam at 7:04 p.m.

PRESENT: Jerry Chaundy, Secretary
Maggie Kurtzweil
Scott Lanam, Chairman
Frank Leimbach
Steve Mosier
Carol Segal
(1) vacancy

ABSENT: Keith Bradley, Vice-Chairman
Wayne Chubb

OTHERS PRESENT: Carmine Avantini, Planning Consultant
Timothy Wilhelm, City Attorney
Kristen Delaney, Director of Community & Economic Development

APPROVAL OF AGENDA:

Motion by Mosier, second by Kurtzweil
To approve the agenda for November 14, 2013 as presented.

VOTE **MOTION CARRIED UNANIMOUSLY**

APPROVAL OF MINUTES:

Chaundy and Lanam presented minor corrections to the minutes. Lanam added that minutes from August should be noted as Tabled by the Planning Commission.

Motion by Mosier, second by Kurtzweil
To approve the minutes for October 10, 2013 as amended.

VOTE **MOTION CARRIED UNANIMOUSLY**

COMMENTS FROM THE PUBLIC

Carl Richards
390 Lennox Street

Richards discussed topographical and geological conditions in the area around the Knolls of

South Lyon. He stated that he was here to provide facts to the Planning Commission to assist them in decision making.

PUBLIC HEARING

1) Sign Ordinance

Lanam explained the reason for the public hearing to those present. Avantini gave an overview of the progress made on the sign ordinance to date. He noted that he had worked with City Attorney Wilhelm to streamline the ordinance and to make it more defendable. He further noted that he thought that the business community would be happy with the changes to the ordinance, and find the ordinance to be more user-friendly.

Leimbach asked about the graphics that were to accompany the ordinance. Avantini responded that he was revising the graphics and would make them available to the Commission shortly.

Chaundy asked about how the revised ordinance addressed political signs. Wilhelm responded that the emphasis was on time, place and manner. He also noted that there was a section in the ordinance that dealt with removal of political signs within a specific time after an election. He stated that revising the sign ordinance is often a matter of trial and error. He concluded that the Commission may decide to make further revisions as specific circumstances arise.

Chaundy had questions about temporary signs that were being put up during the weekend. Avantini and Wilhelm stated that that was an enforcement issue. Kurtzweil suggested that Chaundy take pictures of the signs in question and notify city administration.

Lanam opened the public hearing at 7:25 p.m. and invited the public to speak. There were no comments.

Lanam closed the public hearing at 7:26 p.m.

Avantini stated that the next step would be to send the revised ordinance on to City Council for approval.

MOTION TO RECOMMEND APPROVAL OF THE REVISED SIGN ORDINANCE:

Motion by Segal, second by Chaundy
To recommend approval of the revised sign ordinance as presented to City Council.

VOTE

MOTION CARRIED UNANIMOUSLY

OLD BUSINESS

1) Master Plan

Avantini discussed the progress made on the Master Plan. He noted that he had not received any further comments from the Planning Commission about the plan. He said that there were two options: to forward the plan to City Council for approval or to have a work session in January to go over the plan one more time. He stated that he would like to see the Commission review it thoroughly one more time so that all Commissioners knew exactly what was in the plan.

MOTION TO REVIEW THE MASTER PLAN AT THE JANUARY 9, 2014 MEETING:

Motion by Leimbach, second by Mosier

To hold a work session at the January 9, 2014 Planning Commission meeting to review the proposed Master Plan.

VOTE

MOTION CARRIED UNANIMOUSLY

NEW BUSINESS

1) Michigan Seamless Tube

Avantini discussed his review of the proposed addition at Michigan Seamless Tube, located at 400 McMunn Street. He reviewed his comments and stated that he did not have any problems or issues with the proposed addition that will house the pilger machine.

Avantini noted that the City's consultants and Department Heads had also reviewed the site plan and their comments were included in this packet. The comments were on relatively minor issues and could be easily addressed by the applicants.

Les Whitver, Vice-President
Michigan Seamless Tube
400 McMunn Street

Whitver noted that this addition was the final phase of a multi-year expansion at Michigan Seamless Tube. He stated that the project will add 11 jobs and increase capacity by 15%.

Leimbach asked if the proposed addition would increase the noise coming from the site, and whether or not this new equipment would operate around the clock. Whitver stated that he had listened to this machine at other locations and that it operates between 85-90 decimals. He clarified that this measurement was taken inside the building. Whitver said that the machinery would operate at Michigan Seamless Tube with the doors and windows shut, so he anticipated that the decibal readings would be even lower outside the building.

Cal Tinsley, Engineering & Maintenance Manager
Michigan Seamless Tube
400 McMunn Street

Tinsley stated that at this time the machine would not be operated around the clock. He also noted that the sound of clanging metal tubes, which had been a source of irritation for surrounding residents, would not be part of the operation of the pilger machine.

Leimbach asked if any plans had been made to reduce truck traffic on the residential streets surrounding the business. Whitver stated that he had spoken with City Manager Murphy about this in the past, but at this time, he did not have any plans in place to divert truck traffic. He noted that installing the pilger machine would actually reduce truck traffic since more work could be done on site, rather than having to transport product in and out of the factory between the various steps of production.

Kurtzweil asked about the company's commitment to spend \$100,000 per year to improve the façade facing McMunn Street, as well as the parking lot. Whitver clarified that this was a commitment to spend money when business is good. He stated that in 2013 they had spent approximately \$30,000 to remove dead trees, plant new trees and make some general repairs.

Kurtzweil asked if business was good now. Whitver stated that the company was not operating 24 hours a day and that he had recently had to lay off 40 employees, but that the expansion at the company was a long term process. He explained the process of ordering the new machine and that from ordering to installation, it could take up to two years until it would be up and running. Whitver stated that as capacity increased at the company, profits would increase. As profits increased he would dedicate more money to improving the buildings that face McMunn Street. Kurtzweil thanked him for the explanation.

MOTION TO GRANT FINAL SITE PLAN APPROVAL FOR MICHIGAN SEAMLESS TUBE:

Motion by Chaundy, second by Kurtzweil

To grant final site plan approval to the proposed addition at Michigan Seamless Tube, as amended to include the comments and recommendations made by the City's consultants and Department Heads.

VOTE

MOTION CARRIED UNANIMOUSLY

TABLED ITEMS

- 1) August 8, 2013 Meeting Minutes (no action taken)

PLANNING CONSULTANT REPORT

Avantini gave an overview of some current issues. He noted that he, Delaney and Building Official Tom Walsh had met to discuss the current standing of Alexander Center. Delaney stated that Walsh would be making a list of issues that still needed to be addressed at the site. She stated that she would forward this letter to the Commission.

Lanam stated that the Commission typically does not hold a meeting in December due to the holidays.

MOTION TO CANCEL THE DECEMBER 13, 2013 PLANNING COMMISSION MEETING:

Motion by Kurtzweil, second by Leimbach

To cancel the regularly scheduled December 13, 2013 Planning Commission meeting unless the Chair determines that a meeting is needed.

VOTE

MOTION CARRIED UNANIMOUSLY

The Commission noted that Jim Culbertson had resigned. They stated that he had served on the Planning Commission for several years and that he would be missed.

Lanam noted that several of the Planning Commission agendas and minutes on the City's website were either missing or incorrectly noted as "cancelled" when the Commission had in fact met. Delaney stated that would update the website and correct the errors.

STAFF REPORT

Delaney gave an update on a recent meeting with Aubrees. They are still looking to locate a franchise in South Lyon and they hope to be before the Commission soon.

ADJOURNMENT

Motion by Leimbach, second by Segal

To adjourn the meeting at 8:20 p.m.

Scott Lanam, Chairman

Kristen Delaney, Recording Secretary

Jerry Chaundy, Secretary